



AGENDA ITEM #: 62

MEMORANDUM

TO: Metropolitan Planning Commission

FROM: Dan Kelly, Development Services Manager

DATE: Wednesday, February 04, 2009

SUBJECT: Consideration of amendments to MPC's Administrative Rules & Procedures, Article III, Section 2.A.2, and the MPC Fee Schedule to allow Concept Plans to be filed up to the extended deadline date.

2-C-09-OB

STAFF RECOMMENDATION:

Staff recommends approval

BACKGROUND:

Staff is recommending an amendment to both the MPC's Administrative Rules & Procedures, Article III, Section 2.A.2, and the MPC Fee Schedule to allow Concept Plans to be filed up to the extended deadline date. Currently, Concept Plans are the only applications for Planning Commission review that cannot be submitted after the standard deadline date. When the deadline restriction was initially placed, the extended deadline did not allow adequate time for Staff review of Concept Plans. Changes made to the MPC application deadlines over the past couple of years now allow adequate time for review following the extended deadline.

**ADMINISTRATIVE RULES AND PROCEDURES OF
THE KNOXVILLE-KNOX COUNTY
METROPOLITAN PLANNING COMMISSION**

AS AMENDED THROUGH October 9, 2008

**KNOXVILLE/KNOX COUNTY
METROPOLITAN PLANNING COMMISSION**

**Suite 403, City-County Building
400 Main Street
Knoxville, Tennessee 37902**

(865) 215-2500

ARTICLE III – PROPOSALS AND APPLICATIONS TO THE PLANNING COMMISSION

SECTION 1 – APPLICATIONS

All proposals or applications to the Planning Commission shall be submitted on forms provided by and available at the office of the Planning Commission, Development Services Section. Each application shall be accompanied by the appropriate filing fee.

SECTION 2 – CLOSING DATE FOR FILING APPLICATIONS

- A. Proposals and applications to be heard at a monthly MPC meeting shall meet the following filing deadlines:
 - 1. The standard filing deadline for matters to be heard at a MPC monthly meeting shall be established by MPC staff to permit adequate time for administrative review and public notice.
 - 2. An extended deadline date, for any agenda item ~~other than a concept plat~~, may be filed during the week following the standard deadline by paying a 20% higher fee each day until the double fee deadline date, which may be the first Monday of the month preceding the MPC monthly meeting if adequate public notice can be given as required by these rules or general law.
 - 3. In the event that either deadline date falls on a holiday, the closing date shall be extended to the next business day.
 - 4. A calendar of the filing deadlines will be posted at www.knoxmpc.org or may be obtained by contacting the MPC offices at 865-215-2500.
- B. All applications timely received before the effective closing dates shall be placed on the agenda of the next regular monthly public meeting of the Planning Commission. The agenda will be made available within twelve (12) days of the MPC monthly meeting.

MPC FEE SCHEDULE

SUBDIVISIONS

CONCEPT PLAN:

~~Will not be accepted after the Standard Deadline~~

2 - 15 Lots.....	\$400
16 - 40 Lots.....	\$800
41 - 80 Lots.....	\$1,200
80+ Lots.....	\$1,200 + \$10 for each lot over 80
Concept Plan Extension	\$100

FINAL PLAT:

STAFF REVIEW

Administrative Plat (no variance request)	\$150
Exempt Subdivision	\$125
Corrected Plat.....	\$100
Boundary Closure (Third review or more)	\$100

MPC REVIEW

1 - 50 Lots (with/without variance request)	\$200 + \$15 per lot
50+ Lots (with/without variance request)	\$1,050 + \$10 for each lot over 50 lots
Resubmission of Revised Final Plat (within 120 days after date of denial by MPC).....	\$150

POSTPONED FINAL PLAT

Any Final Plat that appears on the MPC meeting agenda for the **first time may be postponed once without charge**. Any subsequent postponements will require a **\$50 fee** per postponement.

REZONING

RESIDENTIAL

Less than 3 acres	\$300
3 acres & over	\$650 + \$50 per acre over 3 acres (up to a maximum of \$2,000)

NON-RESIDENTIAL

Less than 3 acres	\$750
3 acres & over	\$750 + \$50 per acre over 3 acres (up to a maximum of \$2,500)

Note: For fee purposes Agriculture, Open Space and Estate zones are also considered "residential"

MPC February 12, 2009

USE ON REVIEW

Permitted Use Determination	\$100
Any use listed as UOR in Residential zone:	
Site size is 1 acre or less	\$300
Site size is larger than 1 acre	\$800
Any UOR in Non-Residential zone	\$1,000
Telecommunications Tower Consultant Review Fee (Fee paid in addition to UOR fee)	\$1500

OTHER

Address Assignment	\$100
(Final Plat • 25 or more lots & Multi-Family • 25 or more units)	
Alley Closure.....	\$300
Street Name Change	\$350
Subdivision Name Change	\$350
Street Closure.....	\$500
C-6 Zone Development Plan Staff Review.....	\$500
Sector or One Year Plan Amendment	\$400
Appeal of Any MPC Decision	\$300
Appeal of Staff Decision to MPC.....	\$100
Zoning Certification Request	\$50

FORM-BASED DEVELOPMENT

STAFF REVIEW

Zoning Clearance	\$50
Development Plan Review	\$500

MPC REVIEW

Alternative Compliance.....	\$800
-----------------------------	-------

APPLICATION WITHDRAWALS AND REFUNDS

Application withdrawal and refund will be permitted prior to the Public Notice with the approval of the Executive Director or the Development Services Manager.

<div style="text-align: center; font-weight: bold; font-size: small;">KNOXVILLE-KNOX COUNTY</div> <div style="text-align: center; font-size: 2em; font-weight: bold; letter-spacing: 0.5em;">M P C</div> <div style="text-align: center; font-weight: bold; font-size: x-small;">METROPOLITAN P L A N N I N G C O M M I S S I O N T E N N E S S E E</div> <div style="font-size: x-small;">Suite 403 • City County Building 400 Main Street Knoxville, Tennessee 37902 8 6 5 • 2 1 5 • 2 5 0 0 F A X • 2 1 5 • 2 0 6 8 www.knoxmpc.org</div>	<p>MPC MEETING DATE</p> <p>Second Thursday of each month 1:30 p.m.</p> <p>Main Assembly Room City County Building 400 Main Street</p>
--	---

Agenda Item # 62

2009 MPC Application Deadlines

METROPOLITAN PLANNING COMMISSION			
Standard Deadline	Double Fee Deadline	Final Plat Corrections Tuesday of the <i>week</i> <i>before</i> the MPC Meeting	MPC Meeting Date 2nd Thursday of each month
November 24, 2008	December 1, 2008	December 30, 2008	January 8, 2009
December 29, 2009	January 5, 2009	February 3, 2009	February 12, 2009
January 26, 2009	February 2, 2009	March 3, 2009	March 12, 2009
February 23, 2009	March 2, 2009	March 31, 2009	April 9, 2009
March 30, 2009	April 6, 2009	May 5, 2009	May 14, 2009
April 27, 2009	May 4, 2009	June 2, 2009	June 11, 2009
May 25, 2009	June 1, 2009	June 30, 2009	July 9, 2009
June 29, 2009	July 6, 2009	August 4, 2009	August 13, 2009
July 27, 2009	August 3, 2009	September 1, 2009	September 10, 2009
August 24, 2009	August 31, 2009	September 29, 2009	October 8, 2009
September 28, 2009	October 5, 2009	November 3, 2009	November 12, 2009
October 26, 2009	November 2, 2009	December 1, 2009	December 10, 2009
November 30, 2009	December 7, 2009	January 5, 2010	January 14, 2010

PLEASE NOTE: Deadline dates that fall on a holiday have been extended to the next business day.

IMPORTANT NOTICE:

Applications for any item (except Concept Plans) may be filed up to 5 business days after the Standard Deadline (Monday) by paying the required fee plus 20% (rounded to the nearest dollar) for each day past the Standard Deadline, culminating with Double Fee Monday.

Standard Deadline Monday Base Fee	Tuesday Base Fee + 20%	Wednesday Base Fee + 40%	Thursday Base Fee + 60%	Friday Base Fee + 80%	Double Fee Monday Base Fee + 100%
\$100	\$120	\$140	\$160	\$180	\$200
\$200	\$240	\$280	\$320	\$360	\$400
\$300	\$360	\$420	\$480	\$540	\$600
\$350	\$420	\$490	\$560	\$630	\$700
\$400	\$480	\$560	\$640	\$720	\$800
\$500	\$600	\$700	\$800	\$900	\$1,000
\$650	\$780	\$910	\$1,040	\$1,170	\$1,300
\$750	\$900	\$1,050	\$1,200	\$1,350	\$1,500
\$800	\$960	\$1,120	\$1,280	\$1,440	\$1,600
\$1,000	\$1,200	\$1,400	\$1,600	\$1,800	\$2,000
\$1,050	\$1,260	\$1,470	\$1,680	\$1,890	\$2,100
\$1,200	\$1,440	\$1,680	\$1,920	\$2,160	\$2,400